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DD/S 64-1675

Approved For Release 1999/08/27 : CIA-RDP78-04782A000100050037-6

Executive Registry

23 MAR 1964

MEMORANDUM FOR: Acting Director of Central Intelligence

VIA : Acting Director of Budget, Program Analysis,
and Manpower

SUBJECT : Headquarters Building Parking Spaces

1. This memorandum contains a recommendation for your approval. Such recommendation is contained in paragraph 6.

2. The increasing need for parking spaces at the Agency's Headquarters building is following a course similar to that of the Pentagon. We now have 3,736 general parking spaces and 491 reserved spaces. Recent surveys have indicated that 94 per cent of our general parking spaces and 75 per cent of our reserved parking spaces are being utilized on normal workdays. The West Lot, which contains 1,036 general parking spaces, has a utilization rate of 97 per cent and the lot is full 41 per cent of the time.

3. High rates of utilization recently have necessitated the temporary addition of 154 spaces to accommodate the West Lot overflow. These spaces are located on perimeter roads which are too narrow for both parking and two-way traffic. The resultant traffic hazards should be relieved as soon as possible.

4. The Visitors' Parking Lot in front of the Headquarters building provides 56 spaces which are limited, to the extent possible, to three-hour parking. Current experience indicates a need for additional visitors' spaces.

5. The Office of Logistics has developed a proposal for increased parking facilities. The recommended site, shown on the attachment as Site No. 1, is located northeast of the Headquarters building. This site would accommodate approximately 960 cars. Construction costs are estimated at \$136,000, including \$115,000 for the lot, \$15,000 for lighting, and \$6,000 for fencing. The project could be completed 210 days from the date of approval.

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11 MAR 1964
CENTRAL INTELLIGENCE AGENCY
WASHINGTON, D.C. 20505

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It is recommended that you approve the construction of one additional parking lot for the Headquarters building, subject to the availability of \$136,000 from unobligated Agency funds at the end of Fiscal Year 1964.

~~CONFIDENTIAL~~

b/

L. K. White
Deputy Director
for Support

Attachment:
As stated

Non CONCURRING:

25X1A9a

[Redacted Signature]

Date

Acting Director of Budget, Program Analysis, and Manpower

The recommendation contained in paragraph 6 is approved:

Lyman B. Kirkpatrick
Acting Director of Central Intelligence

Date

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